

SERIAL **03126** -IGA

AERIAL EQUIPMENT INSPECTIONS AND

**IFB 00-067**

**CONTRACT PERIOD      BEGINNING JANUARY 12, 2000  
ENDING DECEMBER 31, 2003**

TO:                      All Departments

FROM:                  Department of Materials Management

SUBJECT:              Contract for **AERIAL EQUIPMENT INSPECTIONS AND  
CERTIFICATIONS (EXCLUDING FIRE APPARATUS)**

Attached to this letter is a listing of vendors available to Maricopa County Agencies utilizing the City of Phoenix Contract **IFB 00-067**. The using agency and other interested parties may access and electronic version of this contract from the Materials Management Web site at:

[http://www.maricopa.gov/materials/Awarded\\_Contracts/search.asp](http://www.maricopa.gov/materials/Awarded_Contracts/search.asp).

**Please note: Price Agreement Purchase Orders (PG documents) may be generated using the information from this list. Use Commodity Code(s) B0400006.**

All purchases of product(s) listed on the attached pages of this letter are to be obtained from the listed contractor(s).



00-067.DOC



00-067A1.DOC

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The City of Phoenix invites sealed bids for **AERIAL EQUIPMENT (NON-FIRE) LIFT INSPECTION AND CERTIFICATION** for a one (1) year period, commencing on or about November 1, 1999, in accordance with the provisions, specifications and bidding instructions set forth in this invitation for bids. Bids will be received by the Deputy Finance Director at the Eighth Floor, 251 West Washington, Phoenix, Arizona 85003, Friday, October 8, 1999 until 10:30 a.m. local time, at which time they will be opened and publicly read. Late bids will not be considered.

In order for your bid or quotation to be considered your firm must comply with Phoenix City Code, 1969, Chapter 18, Article V, as amended, Affirmative Action Program. Failure to comply with the reporting requirements of this ordinance will result in your bid being rejected. Firms are also responsible for maintaining their eligibility during the life of any contract and failure to do so may result in termination of the contract. A form has been included within this IFB package to assist you in complying with the ordinance. Any questions in regard to this Affirmative Action Program should be directed to the Affirmative Action Contractor Compliance Section of the Equal Opportunity Department, (602) 262-6790. The City of Phoenix extends to each individual, firm, vendor, supplier, contractor and subcontractor an equal economic opportunity to compete for City business and strongly encourages voluntary utilization of disadvantaged and/or minority-owned or women-owned business to reflect both the industry and community ethnic composition.

Any questions in regard to this bid should be directed to **Alton Jones**, Procurement Supervisor, (602) 262-7789, Purchasing Division.

A printed copy of the bid tabulation will be available upon written request to the Purchasing Division. Telephone requests will not be accepted. Each written request must contain a self-addressed, stamped envelope and must reference the bid title and number. Bid tabulations will be posted and available for public viewing in the reception room of the Purchasing Division approximately one (1) week from the bid opening date, for a period of 60 days.

A Pre-Bid Conference will be held at Equipment Management Division, 2441 S. 22nd Ave., Phoenix, Arizona at 9:00 a.m. on Wednesday, September 29, 1999. The bid terms, conditions, and scope will be reviewed, discussed, and opened for questions. FAX any questions about the bid or specifications prior to the pre-bid conference to Alton Jones at (602) 495-5653. **THE CITY CANNOT ACCEPT YOUR BID RESPONSE VIA FAX.** Contact Alton Jones at 262-7789 or Andy Andrews at 262-4625 to confirm your attendance by 3:00 p.m. on the previous business day.

This publication is available in the following alternative formats: Large Print, Braille, Audio-Tape, or Computer Diskette. Please call the purchasing receptionist at (602) 262-7181 or Fax number (602) 534-1933 for assistance.

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1. ADDITIONAL CONDITIONS OF PURCHASE  
AFFIRMATIVE ACTION IN EMPLOYMENT

1.1 BID INCENTIVE FOR PRODUCTS/SERVICES OFFERED BY A CERTIFIED  
MINORITY OWNED BUSINESS ENTERPRISE (MBE) OR WOMAN OWNED  
BUSINESS ENTERPRISE (WBE)

In accordance with the Phoenix City Code 18-204, a 5% bid incentive will be given to local (Maricopa County) certified MBE or WBE firms competing for contracts valued at \$250,000 or less per year or a 2.5% bid incentive for contracts over \$250,000 but under \$500,000 per year. In determining the lowest responsive and responsible bid or proposal, any bid or proposal submitted by a local certified MBE or WBE firm shall be adjusted by reducing the price(s) of such bidder or proposer by the applicable bid incentive, provided the MBE/WBE firm was certified at the time of the bid opening. This adjustment shall be solely for the purpose of establishing the apparent low bidder or proposer. The actual value of any contract awarded shall be the amount of the actual bid or proposal submitted by the MBE or WBE. To be eligible for the price preference, MBE or WBE firms must be certified as such by the City's Equal Opportunity Department, under the conditions set forth in Ordinance G-3695. THIS CLAUSE IS NOT APPLICABLE FOR SOLICITATIONS INVOLVING CONTRACTS WITH AN ANNUAL VALUE THAT WILL EXCEED \$500,000.

**NOTICE: THE PROCESS OF BECOMING A CERTIFIED MBE/WBE FIRM BY THE EQUAL OPPORTUNITY DEPARTMENT TAKES SEVERAL WEEKS. PLEASE CONTACT THE EQUAL OPPORTUNITY DEPARTMENT AT (602) 262-6790.**

1.2 BID INCENTIVE FOR JOINT VENTURES INVOLVING CERTIFIED MBE OR WBE  
FIRMS

In accordance with the Phoenix City Code 18-204, any qualified joint venture shall receive a 5% bid incentive when competing for contracts valued at \$250,000 or less per year or a 2.5% bid incentive for contracts over \$250,000 but under \$500,000 per year, when local certified MBE or local certified WBE participation equals or exceeds thirty-five percent (35%) of the Joint Venture (JV). The MBE or WBE Joint Venture partner must be responsible for a clearly defined portion of the work to be performed. This portion must be set forth in detail separately from the work to be performed by the non-MBE or non-WBE JV partner.

The MBE/WBE JV partner's work must be assigned a commercially reasonable dollar value and use its own employees and equipment. The MBE/WBE JV partner must share in the ownership, control, management and administrative responsibilities, risks, and profit of the JV, in direct proportion to its stated level of JV participation. The MBE/WBE JV partner must perform work that is commensurate with its experience. The MBE/WBE JV partner must be a certified local vendor by

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the City's Equal Opportunity Department at the time of the bid opening.

To be considered, the bidder or proposer must so state in writing with their bid or proposal response, their intention to perform the contract under a Joint Venture arrangement with a certified local MBE or WBE firm and must have applied for Joint Venture Certification by the City's Equal Opportunity Department, **PRIOR TO THE BID OPENING DATE AND TIME**. The price preference will not be applied to bids or proposals submitted on a joint-venture basis, if the application for certification was not received by the Equal Opportunity Department prior to the bid opening date and time. Contact Carolyn Gall, Equal Opportunity Specialist, (602) 261-8899; FAX (602) 534-1124, to apply for certification as an MBE/WBE Joint Venture.

THIS CLAUSE IS NOT APPLICABLE FOR SOLICITATIONS INVOLVING CONTRACTS WITH AN ANNUAL VALUE THAT WILL EXCEED \$500,000.

**NOTICE: THE PROCESS OF BECOMING A CERTIFIED MBE/WBE FIRM BY THE EQUAL OPPORTUNITY DEPARTMENT TAKES SEVERAL WEEKS. PLEASE CONTACT THE EQUAL OPPORTUNITY DEPARTMENT AT (602) 262-6790.**

**1.3 FOB POINT**

Prices quoted shall be FOB 2441 S. 22nd Ave., Phoenix, AZ, 85009 delivered and unloaded.

**1.4 METHOD OF ORDERING:**

Individuals specifically authorized by the Deputy Finance Director will place verbal orders directly to contractor with Work Order Number, Equipment Number. Contractor does not receive a written purchase order.

Invoices for Equipment Management Division shall be sent to:

City of Phoenix  
Equipment Management Division  
Attn: Linda Willis  
Secretarial Supervisor  
2441 S. 22nd Avenue  
Phoenix, AZ. 85009

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Invoices for the Aviation Department shall be sent to:

City of Phoenix  
Shy Harbor Airport  
Attn: Donald Young  
Aviation Maintenance Foreman  
1444 S. 25th Pl.  
Phoenix, AZ 85034

**1.5 METHOD OF PAYMENT:**

Payment will be made from Contractor's invoice. The Contractor shall supply one invoice per inspection. Each unit inspected shall be on a separate invoice. Invoice must contain the City Work Order Number and Equipment Number.

**1.6 APPLICABLE DOCUMENTS AND CERTIFICATIONS:**

Inspections are to be based on applicable current NFPA, OSHA and ANSI Standards to include OSHA 1926.552, 1926.556, and 1926.953 and ANSI A92.2 and A10.31.

**1.7 OPTION TO EXTEND:**

The City may at their option and with approval of the contractor, extend the period of this agreement up to three (3) additional years, in one (1) year increments. Contractor shall be notified in writing by the Deputy Finance Director, Materials Management Division of the City's intention to extend the contract period at least sixty (60) days prior to the expiration of the original contract period.

**1.8 EVALUATION**

Bids submitted for products considered by the Seller to be equal to or better than the brand names or manufacturer's catalog references specified herein, must be submitted with technical literature and/or detailed product brochures for the City's use to evaluate the product(s) offered.

The City may, at its discretion, require demonstration of the equipment/material as part of the bid evaluation process. The equipment/material shall be provided by the bidder at no cost to the City for a period of time deemed sufficient to properly evaluate the product. The exact period of time and the conditions and terms of the evaluation shall be established when it is determined that a demonstration is required.

**1.9 NEW EQUIPMENT**

All equipment supplied pursuant to this specification shall be new, unused, current production models equipped as described in the manufacturer's published literature and specification sheets. Any variations between the equipment bid and the

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literature and specification sheets submitted shall be noted by the bidder on the submittals. The equipment specified herein shall be equipped with those items normally supplied in the stream of commerce. Any item or items not specifically mentioned shall not be interpreted as not requested. Specifications are intended to set minimum levels of quality and/or suitability.

**1.10 GENERAL**

Item(s) shall be complete with all equipment and accessories necessary for safe and efficient operation. They are to be delivered as a complete unit, certified and ready for immediate job site operation within the City of Phoenix area.

It is intended that the manufacturer in the selection of components will use material and design practices that are the best available in the industry for the type of operating conditions to which the item(s) will be subjected. Component parts shall be selected to give maximum performance, service life and safety and not merely meet the minimum requirements of this specification. All parts, equipment and accessories shall conform in strength, quality of material and workmanship to recognized industry standards

The term "heavy duty" as used in these specifications shall mean that the item to which the term is applied shall exceed the usual quantity, quality or capacity supplied with standard production item(s); and it shall be able to withstand unusual straining, exposure, temperature, wear and use.

IF ANY OF THE EQUIPMENT BID VARIES FROM THE SPECIFICATIONS, SUCH VARIATION(S) MUST BE SUBMITTED IN WRITING TO THE DEPUTY FINANCE DIRECTOR, PRIOR TO THE BID OPENING, IN ACCORDANCE WITH CONDITION 14 OF THE GENERAL BIDDING INSTRUCTIONS AND CONDITIONS OF PURCHASE. The City of Phoenix reserves the right to waive minor variation(s) if in the opinion of the Equipment Management Administrator the basic unit meets the general intent of these specifications.

The complete equipment/material bid shall not include a major component that is of a prototype nature or has not been in production for a sufficient length of time to demonstrate reliability.

If the specifications stated herein for component items do not comply with legal requirements, the bidder(s) shall so notify the City prior to the bid opening date.

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**1.11 APPLICABLE DOCUMENTS AND CERTIFICATIONS**

Federal Occupational Safety and Health Act. (O.S.H.A.).

Federal and State Motor Vehicle Safety Standards, Department of Transportation.

o Arizona Revised Statutes, Title 28.

o Code of Federal Regulations, Title 49.

**1.12 SUBSTITUTION FOR SPECIFIED EQUIPMENT**

Whenever in the specifications any material or process is indicated or specified by patent of proprietary name and/or by name of manufacturer, such specifications shall be deemed to be used for the purpose of facilitating descriptions of the material and/or process desired and shall be deemed to be followed by the words "or equivalent". The Bidder may offer any material or process which shall be equal in every respect to that so indicated or specified, provided however, that if the material process or article delivered by the Bidder is not, in the opinion of the City of Phoenix, equal in every respect to that specified, then the Bidder must furnish the material, process or article specified or one that in the opinion of the City of Phoenix is the equal thereof in every respect.

**1.13 VERIFICATION**

Complete specification, published literature and photos or illustrations of unit proposed, e.g., blue print, name of manufacturer, I.D. number, etc., shall be furnished with bid.

All equipment and components listed as standard by the manufacturer for model quoted shall be furnished whether or not such items are detailed herein. Optional equipment as necessary to meet the following requirements of this specification shall also be supplied.

Successful Bidder shall at time of delivery, supply to the Equipment Management Division a completed predelivery check sheet. The check sheet is included with the IFB as the last page of the specification, Part 2.

**1.14 DELIVERY**

All deliveries shall be made between the hours of 8:00 a.m. and 2:00 p.m., Monday, through Thursday, excluding holidays. To insure that delivery can be accepted call (602) 262-4788, 24 hours prior to delivery and schedule the delivery.

Delivery shall be made to the City of Phoenix, 2441 S. 22nd Ave., Phoenix, Arizona, 85009 serviced and operable. A full tank of fuel is required in automotive vehicle delivery.

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In vehicle delivery the chassis manufacturers MSO, emissions certificate (original copy) and certificate of vehicle completion, any or all of which, if required, to obtain tax exempt license shall be furnished to the consignee at time of delivery of the vehicle(s). A letter from the vehicle manufacturer stating Year 2000 Compliance shall be delivered with the vehicle.

Warranty begins at the time that the vehicle or equipment item is put in service. A delayed warranty certificate shall be provided at the time of delivery for each vehicle provided under this bid.

**1.15 GUARANTEE**

A contractor delivering equipment/material against this specification shall guarantee that they meet the minimum requirements set forth herein. If it is found that the equipment/material delivered do not meet the minimum requirements of this specification, the contractor will be required to correct the same at his expense.

**1.16 WARRANTY**

Bidder shall be fully responsible for any and all warranty work, regardless of whether or not manufacturers of the equipment and/or its component parts, provide the actual warranty coverage. In addition, Contractor shall have or establish a single, local Phoenix source that will accomplish or coordinate any necessary warranty work. Contractor shall respond to requests for warranty assistance within twenty-four (24) hours.

Warranty stations, owned by the bidder or under contract by the bidder to perform warranty service, must have the proper facilities, special tools and tool sites, properly trained personnel and the authority of the manufacture for the station to perform the maintenance. The City of Phoenix, at its discretion, may call upon the bidder to validate its ability to perform warranty service through proper documentation and an inspection of its facilities and personnel by a representative of the Equipment Management Division.

The contractor shall supply a minimum twelve (12) month warranty on all parts and workmanship from the initial in-service date as reported by the City of Phoenix, Equipment Management Division. The contractor shall guarantee further that the equipment to be supplied complies with all applicable regulations.

Bidder shall state in writing the conditions and duration of the warranty bid in detail on an attachment to the bid. The warranty, dealer, factory and extended, is an important consideration and may be a factor in determining the award.

Bidder shall include with the bid package a list of locations within Arizona from which

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warranty work will be administered.

If the City of Phoenix is required to deliver a unit outside of the immediate Phoenix area for warranty work, vendor shall reimburse City of Phoenix at the rate of \$62.50 per hour for personnel and the actual transportation and shipping cost for pickup and delivery. City of Phoenix shall be furnished, no charge, invoice for all work performed under warranty indicating type of work performed and parts replaced.

**1.17 BRAND NAME**

The 'brand name' descriptions used in the invitation are intended to be descriptive only and are to indicate the quality and characteristics of products that will be satisfactory. Bids for products other than the referenced product will be considered for award if such products are identified in the bids and are determined by the City of Phoenix to be acceptable alternates in all material respects to the brand name product referenced. The bidder shall provide sufficient information to enable evaluation by City of Phoenix of the acceptability of any alternates bid.

**1.18 PARTS AVAILABILITY**

Submission of this bid shall constitute a guarantee by the bidder that a complete stock of replacement parts for the specified equipment is available. The City, at its discretion, may call upon the bidder's place of business to verify its ability to provide parts by inspecting the bidder's Parts Department.

**1.19 POST AWARD CONFERENCE**

After award of this bid, the contractor may be required to participate in a post award conference for the purpose of ensuring a complete understanding of the requirements of the contract.

**1.20 ESTIMATED QUANTITIES**

Quantities listed are the Buyer's best estimate and do not obligate the Buyer to order or accept more than Buyer's actual requirements during the period of this agreement, as determined by actual needs and availability of appropriated funds. It is expressly understood and agreed that the resulting contract is to supply the City with its complete actual requirement for the contract period, except that the estimated quantity shown for each bid item shall not be exceeded by 10% without the express written approval of the Purchasing Division. Any demand or order made by any employee or officer of the City of Phoenix, other than the Purchasing Division, for dollar amounts in excess of the estimated dollar amounts shall be void if the written approval of the Purchasing Division was not received prior to the Contractor's performance.

**1.21 INSPECTION/ACCEPTANCE**

Each item delivered shall be subject to a complete inspection by Equipment Management Division prior to acceptance. Inspection criteria shall include, but not be

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limited to, conformity to the specification, mechanical integrity, quality, workmanship and materials. Ten (10) working days will be allowed for this process. If delivered equipment is returned to the contractor prior to acceptance for any reason, additional periods of thirty (30) working days will be allowed for inspection when subsequent deliveries occur. It is vendor responsibility to pick up equipment, correct deficiencies and return equipment following the correction.

**1.22 INSURANCE (WORKERS COMP/GENERAL LIABILITY)**

Contractor and subcontractors shall procure and maintain until all of their obligations have been discharged, including any warranty periods under this contract are satisfied, insurance against claims for injury to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

The insurance requirements herein are minimum requirements for this contract and in no way limit the indemnity covenants contained in this contract. The City in no way warrants that the minimum limits contained herein are sufficient to protect the Contractor from liabilities that might arise out of the performance of the work under this contract by the Contractor, his agents, representatives, employees or subcontractors and Contractor is free to purchase such additional insurance as may be determined necessary.

**MINIMUM SCOPE AND LIMITS OF INSURANCE**

Contractor shall provide coverage at least as broad and with limits of liability not less than those stated below.

**Commercial General Liability - Occurrence Form**

(Form CG 0001, ed. 10/93 or any replacements thereof)	
General Aggregate	\$500,000
Products-Completed Operations Aggregate	\$500,000
Personal & Advertising Injury	\$500,000
Each Occurrence	\$500,000
Fire Damage (Any one fire)	\$ 50,000
Medical Expense (Any one person)	Optional

**Workers' Compensation and Employer's Liability**

Workers' Compensation	Statutory
Employer's Liability:	
Each Accident	\$500,000
Disease-Each Employee	\$500,000
Disease-Policy Limit	\$500,000

**SELF-INSURED RETENTIONS/DEDUCTIBLES**

Any self-insured retentions and deductibles must be declared to and approved by the City. If not approved, the City may require that the insurer reduce or eliminate such self-insured retentions with respect to the City, its officers, agents, employees and volunteers

**OTHER INSURANCE REQUIREMENTS**

The policies are to contain, or be endorsed to contain, the following provisions:  
Commercial General Liability

***The City of Phoenix, its officers, officials, agents, employees and volunteers are to be listed as additional insureds with respect to liability arising out of: activities performed by, or on behalf of, the Contractor including the City's general supervision of the Contractor; products and completed operations of***

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***the Contractor.***

The Contractor's insurance shall contain broad form contractual liability coverage. The City, its, officers, officials, agents, employees and volunteers shall be additional insureds to the full limits of liability purchased by the Contractor even if those limits of liability are in excess of those required by this contract.

The Contractor's insurance coverage shall be primary insurance with respect to the City, its, officers, officials, agents, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, agents, employees or volunteers shall be in excess to the coverage of the Contractor's insurance and shall not contribute to it.

The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

Coverage provided by the Contractor shall not be limited to the liability assumed under the indemnification provisions of this contract.

The policies shall contain a waiver of subrogation against the City, its officers, officials, agents, employees and volunteers for losses arising from work performed by the Contractor for the City.

**Workers' Compensation and Employer's Liability Coverage**

The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, agents, employees and volunteers for losses arising from work performed by the Contractor for the City.

**NOTICE OF CANCELLATION**

Each insurance policy required by the insurance provisions of this contract shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice has been given to the City. Such notice shall be sent directly to: **Insurance Secretary, 251 West Washington, 8<sup>th</sup> Floor, Phoenix, AZ 85003** and shall be sent by certified mail, return receipt requested.

**ACCEPTABILITY OF INSURERS**

Insurance is to be placed with insurers duly licensed or approved unlicensed companies in the State of Arizona and with a "Best's" rating of not less than A-VII. The City in no way warrants that the above required minimum insurer rating is sufficient to protect the contractor from potential insurer insolvency.

**VERIFICATION OF COVERAGE**

Contractor shall furnish the City with Certificates of Insurance (ACORD form or equivalent approved by the City) required by this contract. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. Any policy endorsements that restrict or limit coverage shall be clearly noted on the certificate of insurance.

**All certificates must include a reference to the Invitation for Bid (IFB) number and are to be received and approved by the City before work commences.**

Each insurance policy required by this contract must be in effect at or prior to commencement of work under this contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this contract or to provide evidence of renewal is a material breach of contract.

All certificates required by this agreement shall be sent directly to: **Insurance Secretary, 251 West Washington, 8<sup>th</sup> Floor, Phoenix, AZ 85003**. The project number and project description are to be noted on the Certificate of Insurance. The City reserves the right to require complete, certified copies of all insurance policies and endorsements required by this contract, at any time.

**APPROVAL**

Any modification or variation from the insurance requirements in this contract must

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have prior approval from the City of Phoenix Law Department, whose decision shall be final. Such action will not require a formal contract amendment, but may be made by administrative action.

2.0 **SCOPE:**

- For the supply of all equipment, labor, and material, to provide non-destructive safety inspections, condition reporting, and certification on various types of Insulated and Non-Insulated Aerial equipment specified within this IFB.
- Each unit shall be inspected at least once during each contract year.
- The Contractor shall maintain a record of the equipment inspected, by manufacturer, type of equipment, serial number and City number.
- The Contractor may be required to perform an inspection and re-certification after a major repair or rebuild.
- All inspections, and certifications are to be based on all **current applicable OSHA, and ANSI, standards** and **Original Equipment Manufactures recommendations**, in accordance with the specifications and bidding instructions of this invitation for bid, for a period of one year.

**BID ITEM ONE**

2.1 **INSULATED AERIAL LIFT and DIGGER DERRICK EQUIPMENT:**

The following items will be addressed in the testing and inspection of Insulated Aerial Lift and Digger Derrick equipment.

(A) Visual and Operational Inspection:

A complete visual and comprehensive visual and operational inspection will be made of the entire aerial device to assure the unit's structural integrity and compliance with all applicable federal and state regulations. Included are such item's as rope, outriggers, turret, pedestal, main frame, lifting arm, baskets, sheaves, hooks, placards, pin boss areas, controls, frequent inspection reports, etc. **(OSHA 1926.552, 1926.556 and 1926.953, ANSI A92.2 and A10.31 with reference to SAE, ASME, MADDOC, and the equipment manufacturer's maintenance/service bulletins).**

(B) Acoustic Emission Testing:

Acoustic emission test (with hard copy documentation) is an electronic method of detecting stress waves produced when a defect propagates in a structural member. Test results will be noted on proper and adequate forms that show procedure used, time allowed, sensor location, type of test equipment used, method of calibration, threshold used, etc. Should problems be found with tested unit using acoustic emission testing, the time needed beyond the normal

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allotted time frame will be spent to locate and define problem areas. This test will be performed in accordance with the **ASTM F914-91** standard.

(C) Dielectric Test:

A dielectric test will be performed subjecting the insulating portion of the unit to the voltage as specified by **ANSI A92.2(1990)**. Any hydraulic hoses or control cables that extend the entire length of the insulated arm will also be tested. (**ANSI A92.2, paragraph 5.3, OSHA paragraphs 1926.952, 1926.953, and 1926.556.**) Basket liner immersion testing, performed in accordance with **ANSI A92.2**, is also available as an option.

(D) Critical Weld Inspection:

Each accessible critical weld will be examined visually with the assistance of nondestructive methods of magnetic particle and/or dye penetrate inspection. (**ASTM E-165-83 Liquid Penetrate Inspection, AWS D2.0-69 Appendix A, Magnetic Particle Inspection ASTM E-709-85**).

(E) Critical Pin Inspection:

Each accessible, critical, solid pin will be ultrasonically inspected while the pin is in place to detect possible flaws such as cracks. Test locations and results will be noted, as will those pins not tested. (**ASTM E-114-35D**).

(F) Load Test:

A load test will be conducted on all units; man-lifts will be tested at 150%, of their rated capacity. During this period, the arm and outrigger hydraulic cylinders will be checked for drift and properly operating holding valves (**SAE J765-1961 [1]**).

(G) Rotational Gear Bearing Assembly:

The rotational gear bearing assembly will be checked for abnormal movement, such as; bearings, turret mounting bolts, etc., using a dial indicator on multiple quadrants.

(H) Hydraulic Oil Breakdown Test:

A breakdown test will be performed on the hydraulic oil to determine the amount of contamination in the oil. This test will be performed according to (**ASTM D-877-84A**).

(I) Bolt Torque Testing:

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- (1) **All** turntable, torque box, winch mounting bolts, and outrigger bolts will be checked for proper grade and torque up to manufacturer's specifications and. Torque data to be recorded by contractor's representative identifying all fasteners within specification as (T) torqued or (X) not within specification. Data to be recorded on form (Attachment A) or similar form determined by the contract vendor in conjunction with City of Phoenix.  
**(Vendor is responsible for any disassembly and re-assembly of components necessary to gain access to all bolts requiring torque testing.)**

All fasteners torque will be checked at manufacturer's specifications. If a fastener moves during the torque process, or in any other way is deemed to be out of specification:

- ◆ It shall be removed by the vendor
- ◆ The vendor will notify the Equipment Management Supervisor using the attached form to denote the fastener location. Equipment Management Personnel shall disable the equipment to prevent its use until such time as analysis and (if necessary) repairs can be accomplished.
- ◆ The fastener (fasteners) in question shall be given to the Equipment Management Supervisor.
- ◆ Equipment Management shall supply a replacement fastener to the vendor for installation and torque to manufacturer's specifications.

- (2) Facilities:

The City of Phoenix will provide the use of shop facilities to perform the bolt torque-testing requirement of this contract. This use is limited to a shop stall, over head crane, and safety stands. All other tools, supplies, and equipment are to be supplied by the Vendor.

- (3) Time Frame:

All work is to be completed with in 1 (one) day of the start of the inspection. The Equipment Shop Supervisor may extend this time frame for unforeseen circumstances.

**BID ITEM TWO**

**2.1 NON-INSULATED AERIAL LIFT and DIGGER DERRICK EQUIPMENT:**

The following items will be addressed in the testing and inspection of Non-Insulated Aerial Lift and Digger Derrick equipment.

All inspection requirements listed for insulated Aerial Equipment, with the exclusion of

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(Acoustic Emission Testing, and Dielectric Testing)

2.2 **Documentation:**

- Upon completion of the inspection and prior to leaving the premises, the inspector will provide a full written report of each unit tested.
- Fully interpret and analyze the results with the City appointed representative.
- An inspection placard will be affixed to the unit.
- If the unit passed inspection, the certificate of certification and invoice will be mailed to Equipment Management 2441 s. 22 AV. Phoenix AZ. 85009 with in 2 (two) days after the inspection.
- If the unit fails inspection the invoice is to be mailed with in 2 (two) days after the inspection. The certificate of certification is to be mailed with in 2 (two) days of the Vendor receiving from the City of Phoenix Equipment Maintenance Superintendent a letter of compliance noting the work-order number, and the day the repair(s) were completed.
- If a re-inspection is required all documents are to be mailed with in 2 (two) days after the re-inspection.
- There will be no additional cost incurred for a re-inspection and certification of a unit if it has been previously inspected within the last thirty days.

2.3 **Non-responsive for re-inspection:**

Contractor shall perform a re-inspection by 4pm if notified before 12pm of the same day or no later than 8am the following business day if notified after 12pm. Failure to response with in this time frame will result in a penalty of the original inspection fee being credited.

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**- FRIDAY, OCTOBER 8, 1999, 10:30 A.M., LOCAL TIME**

**BIDDER'S OFFER**

**3.0 SUBMITTALS**

In order to be considered, bidder must complete and submit their bid on this form to the City of Phoenix, Purchasing Division at the Eighth Floor, 251 West Washington, Phoenix, Arizona 85003, by no later than the opening date and time cited above. Please identify as a sealed bid in accordance with the instructions of Provision 2 of General Bidding Instructions and Conditions of Purchase.

Bidder is to detach and retain the General Bidding Instructions and Conditions of Purchase, Additional Conditions of Purchase, Scope and attachments from this form entitled "Bidder's Offer". Only the completed Bidders Offer form and Specification Check Sheets are to be returned which offer shall incorporate by reference the General Bidding Instructions and Conditions of Purchase, Additional Conditions of Purchase, Scope and Attachments. **If not attached, the City's General Bidding Instructions and Conditions of Purchase, latest edition, are hereby incorporated by reference. Copies may be obtained by calling the BDFAX system at (602) 262-6430.**

**PLEASE SUBMIT ONE ORIGINAL AND THREE (3) COPIES OF COMPLETED BIDDER'S OFFER FORM AND THE SPECIFICATION CHECK SHEETS. THE CITY CANNOT ACCEPT YOUR BID RESPONSE VIA FAX.**

Bids submitted as "acceptable alternates" should include detailed product or service literature, suitable for evaluation by the City. **IF THE MATERIAL, EQUIPMENT, OR SERVICE YOU INTEND TO OFFER HAS SIGNIFICANT VARIATIONS FROM THE SPECIFICATIONS STATED IN THIS INVITATION FOR BID, PLEASE READ PROVISIONS 13, 14 AND 15 OF THE GENERAL BIDDING INSTRUCTIONS AND CONDITIONS OF PURCHASE AND FOLLOW THE INSTRUCTIONS ACCORDINGLY.**

The City will not be responsible for any Bidder errors or omissions.

This offer shall remain in effect for a period of 90 calendar days from the bid opening date and is irrevocable.

Award will be made to the lowest responsive and responsible bidder(s).

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**3.1 BID PRICE AND DELIVERY SCHEDULE**

**NOTE:** DO NOT INCLUDE ANY SALES, USE, OR FEDERAL EXCISE TAX IN YOUR BID. THE CITY IS EXEMPT FROM THE PAYMENT OF FEDERAL EXCISE TAX AND FOR BID EVALUATION PURPOSES WILL ADD SALES OR USE TAX AS APPLICABLE. THE CITY OF PHOENIX SALES TAX REFUND WILL BE CONSIDERED IN THE EVALUATION OF BIDS RECEIVED FROM BIDDERS LOCATED IN THE CITY OF PHOENIX.

VENDORS WITH MULTIPLE SALES OUTLETS IN THE LOCAL AREA, SHOULD SUBMIT THEIR BID RESPONSE THROUGH THEIR PHOENIX OUTLET, TO AVOID THE COST DISADVANTAGE ASSOCIATED WITH THE SALES TAX IMPLICATIONS.

ITEM NO.	MANUFACTURER & PRODUCT NO.	QUANTITY	UNIT PRICE EXCLUD.TAX	TOTAL PRICE EXCLUD. TAX	DELIVERY CALENDAR DAYS ARO
SEE ATTACHED					

**3.2 PAYMENT TERMS**

Bidder offers a prompt payment discount of \_\_\_\_\_% \_\_\_\_\_ calendar days or \_\_\_\_\_% \_\_\_\_\_ PROXIMO (Select One), to apply after receipt of invoice or final acceptance of the products, whichever is later. If no prompt payment discount is offered, enter 0 in the % space to indicate net 30 days, otherwise payment terms shall be 2% 20 days, net 30 days; effective after receipt of invoice or final acceptance of the products, whichever is later. Payment terms offering less than 20 calendar days, either PROXIMO or regular, will not be considered in the price evaluation of your bid. Payment terms offering 20 calendar days or more, will be considered in the bid evaluation process.

ANY PROMPT PAYMENT TERMS OFFERED MUST BE CLEARLY NOTED BY THE CONTRACTOR ON ALL INVOICES SUBMITTED TO THE CITY FOR THE PAYMENT OF GOODS OR SERVICES RECEIVED.

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**3.3 WARRANTY**

Specify the vendor or dealership where warranty work will be done.

VENDOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE & ZIP CODE: \_\_\_\_\_

**3.4 DELIVERY**

Delivery may be a factor in the bid evaluation process and the City reserves the right to make award to the bidder offering to furnish all units on a timely basis, price notwithstanding.

**3.5 AWARD QUALIFICATION**

Award(s) will be made to the contractor(s) who, are regularly established in the business of Aerial Lift Inspection and Certification, and who have demonstrated the ability to perform the required service in an acceptable manner, price notwithstanding.

Specific factors that will be considered by the City include:

- (A) Technical capability of the Contractor to accomplish the scope of work required in the Invitation for Bid. This includes performance history on past and current government or industrial contracts.
- (B) Demonstrated availability of the necessary manpower (both supervisory and operational personnel) and necessary equipment to accomplish the scope of work in the Invitation for Bid.
- (C) Employ at least one (1) Level III accredited, and certified in Acoustic Emission testing by the American Society of Non-destructive Testing. Contractor to provide copy of certificate with proposal.
- (D) Be an active member of ANSI 92.2 and ASTM 914 to substantiate qualifications and procedures in aerial lift and acoustic emissions. Contractor to provide credentials of company activities with proposal.
- (E) Utilize qualified Level II technicians certified ASNT-TC-1A in nondestructive testing with a minimum of five- (5) year's experience in aerial lift testing for all inspections

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performed.

**3.6 CERTIFICATIONS**

In the event only one bid is received, the City may require that the bidder submit a cost proposal in sufficient detail for the City to perform a cost/price analysis to determine if the bid price is fair and reasonable.

Bidder certifies it is a:     proprietorship \_\_\_\_\_;  
   partnership \_\_\_\_\_;  
   corporation \_\_\_\_\_;

Arizona Sales Tax No. \_\_\_\_\_

Use Tax No. for Out-of State Suppliers \_\_\_\_\_

City of Phoenix Sales Tax No. \_\_\_\_\_

Taxpayer's Federal Identification No. \_\_\_\_\_

Bidder certifies he has read, understands and will fully and faithfully comply with this invitation for bid, its attachments and any referenced documents. Bidder also certifies that the prices offered were independently developed without consultation with any of the other bidders or potential bidders.

Company's Legal Name \_\_\_\_\_

Address \_\_\_\_\_

City, State and Zip Code \_\_\_\_\_

Telephone Number \_\_\_\_\_

Company's Fax Number \_\_\_\_\_

Company's Toll Free Number \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Printed Name and Title \_\_\_\_\_

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MAILING ADDRESSES (If different from above)

Purchase Order:

Name\_\_\_\_\_

Address\_\_\_\_\_

City, State & Zip Code\_\_\_\_\_

Payment Address: (If different from above)

Name\_\_\_\_\_

Address\_\_\_\_\_

City, State & Zip Code\_\_\_\_\_

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**3.1 BID PRICE AND DELIVERY SCHEDULE (attachment)**

**Insulated Aerial Equipment:**

Unit	Make	Aerial Model	Aerial Serial #	Model Year
945	ALTEC	AT250G	1084-K375	1985
2371	ALTEC	D880A-BR	1185-D1124	1986
2700	REACH ALL	OC-52	4988	1985
2701	REACH ALL	OC-52	4989	1985
2836	REACH ALL	HD65	7166	1986
23183	LIFT ALL	LATFB30-1EUSM	2493098930TFB	1990
27109	LIFT ALL	LATFB30-1EUSM	2931109030TFB	1991
27110	LIFT ALL	LATFB30-1EUSM	2930109030TFB	1991
27112	LIFT ALL	LATFB30-1EUSM	2987029130TFB	1991
27113	LIFT ALL	LATFB30-1EUSM	2986029130TFB	1991
123336	LIFT ALL	LATFB30-1EUSM	3340079130TFB	1991
127133	LIFT ALL	LATFB30-1EUSM	3630049230TFB	1992
127134	LIFT ALL	LATFB28-1S-USM	3628049228TFB	1992
128155	ALTEC	AN650	1091-U0707	1992
128156	REACH ALL	AP75MH	8541	1991
223377	ALTEC	AT25G	1092-K1698	1992
227520	LIFT ALL	LAH-37-15	3890129237FBB	1992
323520	DURALIFT	TUF-35FP	A2615	1994
327650	LIFTALL	LATFB301-EUSM	4080049330TFB	1993
423521	DURALIFT	TUF-35	A2616	1994
627146	LIFT ALL	LATFB30-1EUSM	5198069630TFB	1997
627147	LIFT ALL	LATFB30-1EUSM	5199069630TFB	1997
627148	LIFT ALL	LATFB30-1EUSM	5197069630TFB	1996
628191	SIMON TELELECT	JTC-55	069620103	1997
723618	DURALIFT	DT-29		1997
723619	DURALIFT	DT-29		1997
725003	LIFT ALL	LATFB29-1EUSM	1567078729TFB	1987
725004	LIFT ALL	LATFB29-1EUSM	1565078729TFB	1987
725005	LIFT ALL	LATFB29-1EUSM	1562078729TFB	1987
725006	LIFT ALL	LATFB29-1EUSM	1568078729TFB	1987
725007	LIFT ALL	LATFB29-1EUSM	1564078729TFB	1987
725008	LIFT ALL	LATFB29-1EUSM	1563078729TFB	1987
725009	LIFT ALL	LATFB29-1EUSM	1566079729TFB	1987
727014	AERO LIFT	STVH-30	1428	1988
729004	TELELECT	CAPTAIN II	482-39KL	1988
923211	ARM LIFT	A-TEL-34-FB-PTO	T-6-89-466	1989

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923212	LIFT ALL	LATFB30-1EUSM	7435088930TFB	1989
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Unit	Make	Aerial Model	Aerial Serial #	Model Year
927112	LIFT ALL	LATFB30-1EUSM	2388098930TFB	1990
927113	LIFT ALL	LATFB30-1EUSM	2383088930TFB	1990
927114	LIFT ALL	LATFB30-1EUSM	2386098930TFB	1990
927115	LIFT ALL	LATFB30-1EUSM	2387098930TFB	1990
927116	LIFT ALL	LATFB30-1EUSM	2347088930TFB	1990
927117	LIFT ALL	LATFB30-1EUSM	2575108930TFB	1990
928131	REACH ALL	AP52MH	7619	1989
928132	AERO-LIFT	TVH-30	1508	1990
929111	LIFT ALL	LAOC51-15	22030989510C	1990
929112	REACH ALL	AP100MH	7607	1989

**Non-Insulated Aerial Equipment:**

Unit	Make	Aerial Model	Aerial Serial #	Model Year
2619	GENERAL MACHINE	A2442180	87	1980
2907	MANITEX	1200	15394	1986
2937	SCOTT CRANE	T22-355	86619	1986
5359	SCOTT CRANE	T22-355	84673	1979
5919	CASE CRANE	3330	6225529	1986
29124	RO CRANE	250-76	2501189033	1990
29127	SMEAL	50TS	11921	1991
628192	JLG	2250JBT	X400003272	1997
728012	IMT	9836	983687I008	1988
929121	IMT	6431	643189J045	1990
929122	SMEAL	250-76	250-1089-32	1990
929123	US CRANES	218000	6565	1989

**UNIT PRICE EXCLUDING TAX: (47each) \$ \_\_\_\_\_ insulated**

**UNIT PRICE EXCLUDING TAX: (12each) \$ \_\_\_\_\_ non-insulated**

**TOTAL CONTRACT PRICE, EXCLUDING TAX: \$ \_\_\_\_\_**

(Equipment quantities may vary throughout the life of the contract as normal replacement and supplemental purchases occur.)

COMPANY NAME \_\_\_\_\_



Addendum #1

DATE: September 23, 2003

Solicitation # IFB 00-067

Title: Aerial Equipment Inspections (Excluding Fire Apparatus) and Certifications-R/C

Submittal Deadline: Friday, October 8, 1999 10:30 AM

CHANGED TO: Friday, October 15, 1999 10:30 AM

\*\*\*\*\*

Please make the following addition to the above referenced solicitation.

Page 1

CHANGE:

Submittal Deadline **Friday, October 15, 1999 10:30 AM.**

Page 8

ADD:

2.1 (J) **Insulating Liner Test**

Liners shall be tested in accordance with **ANSI 5.4.3.5 (1990)** Test results shall be documented in the inspection report.

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ADD:

2.3 **Scheduling of Inspections**

The City of Phoenix Equipment Maintenance Supervisor shall, schedule with the Vendor at the end of each month all Aerial Inspections that are to be completed in the following month. All inspections are to be completed before the current certification expires.

Inspections for unscheduled repairs are to be completed within 2 days of the Vendor being notified of the required inspection.

\*\*\*\*\*

The balance of the specifications and instructions remain the same. Bidder must acknowledge receipt and acceptance of this addendum by returning the entire addendum with the bid or proposal submittal.

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

